



## TABLE OF CONTENTS

<b>SECTION VII – COST TABLES.....</b>	<b>2</b>
<b>A. INTRODUCTION.....</b>	<b>2</b>
<b>B. CALPERS PREFERRED APPROACH FOR PAYMENT TERMS .....</b>	<b>3</b>
<b>C. CRITERIA FOR ACCEPTANCE OF MAJOR MILESTONES FOR PAYMENT ...</b>	<b>12</b>
<b>D. REQUIRED INFORMATION .....</b>	<b>12</b>
1. Cost Definitions .....	12
2. Price Escalation.....	13
3. Cost Table Reconciliation to Staffing Plans .....	13
<b>E. COST TABLE INSTRUCTIONS .....</b>	<b>14</b>
<b>F. COST TABLES .....</b>	<b>14</b>



## SECTION VII – COST TABLES

### A. INTRODUCTION

**ATTACHMENTS IN THIS SECTION SHALL NOT CONTAIN ANY COST FIGURES UNTIL SUBMITTED WITH THE QUALIFIED BUSINESS PARTNER'S (QBP'S) FINAL PROPOSAL. FOR THE FINAL PROPOSAL, ALL COST INFORMATION MUST BE SEPARATELY SEALED AND IDENTIFIED.**

(Refer to Section VIII - PROPOSAL FORMAT).

The Payment Terms in RFP Section VII.B and Cost Table VII.14 are the CalPERS preferred approach. However, CalPERS will allow QBPs to propose a compensation approach tailored to their proposed solution. CalPERS will evaluate a QBP's compensation approach against the preferred CalPERS model and weight the cost points based on the proposed approach against CalPERS risk.

Qualified Business Partners (QBPs) must **itemize all costs, excluding taxes**, associated with their Final Proposal for the Corporate Online Member Employer Transactions (COMET) - Pension System Resumption (PSR) Project (PSR Project). The costs must include all proposed hardware and software items, and services.

If the QBP fails to itemize a cost in its final proposed solution, the QBP shall bear that cost. If CalPERS incurs any additional costs related to the use and operation of the system as proposed by the QBP and for the population, volumes, and growth factors detailed in this Request for Proposal (RFP), the QBP shall be liable for those additional use and operations-related costs for a period of up to **two** years after completion of implementation (when the full system has been in production and accepted by CalPERS). In essence, CalPERS is expecting and will rely on the QBP's proposed costs to be reasonable and complete for the QBP's proposed solution.

If there is a change in requirements mandated by a law, regulation, rule, or action of the CalPERS Board of Administration, CalPERS will, if in agreement with change control procedures outlined in the RFP and contract, consider a contract amendment due to unanticipated tasks to increase the cost of the project to implement these changes.

1. Acquisition of Hardware (For all proposals other than outsource)

It is the intention of CalPERS to acquire any hardware deemed necessary for the proposed solution to result in the best value to CalPERS. Therefore, if CalPERS can obtain the required hardware at a lower cost that meets the specifications of the QBP, they reserve the right to do so. If this occurs, the contract amount will be reduced by the hardware cost indicated in the appropriate table.



2. Submission of Cost Information

All cost columns must contain "XXX" in place of the actual costs for both the Initial and Final Draft proposals. For Final Proposal submission, costs must be provided in a separate Cost Volume as specified in RFP Section VIII – Proposal Format.

**B. CalPERS PREFERRED APPROACH FOR PAYMENT TERMS**

Payment terms for development will be based on the eleven (11) Major Milestones identified below. These must be traceable to the Statement of Work (SOW) in Rider I. The Major Milestone payments must be taken into consideration when putting the Cost Tables together and must identify the appropriate deliverable. Payment terms for systems support and ongoing operations support (maintenance) are described in Rider F. The Development Payment Milestone Schedule and information on invoicing are described in Rider A.

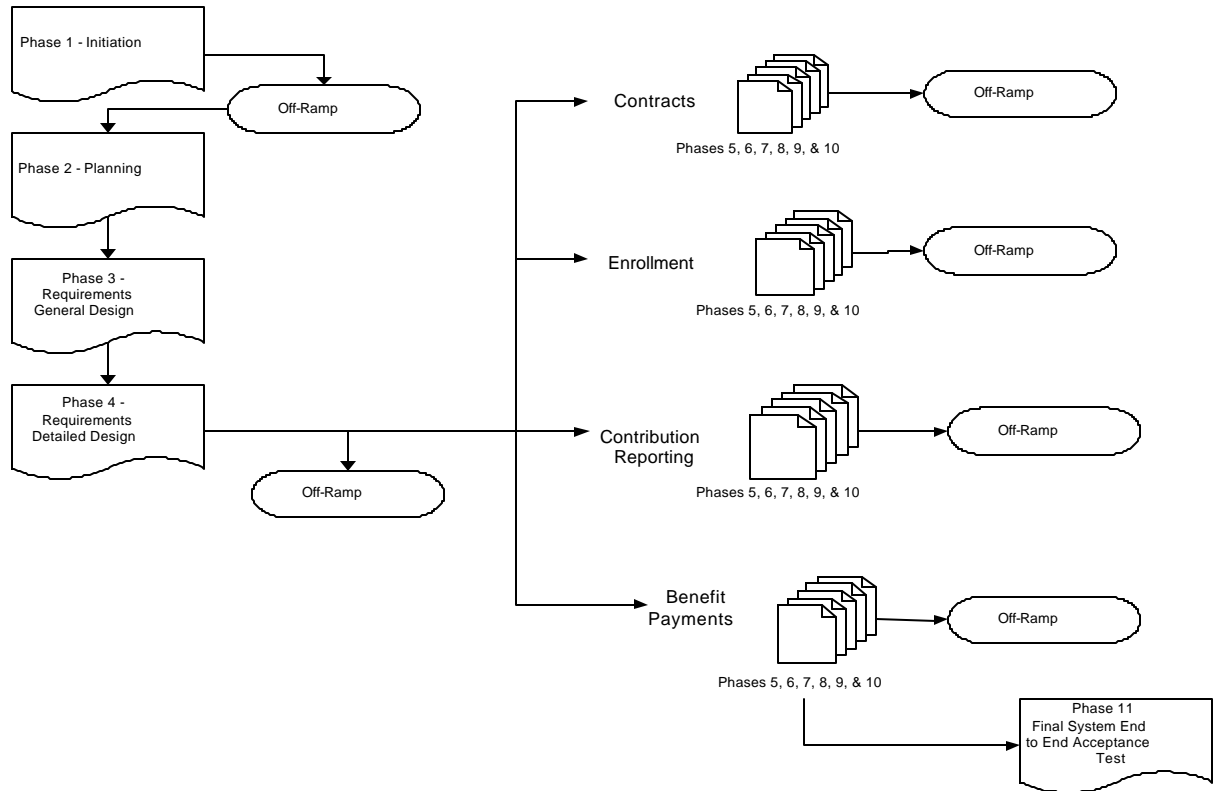
Phases 1, 2, 3, and 4 as seen in the Payment Milestone Flow Chart that follows must be completed and approved by CalPERS prior to implementation (Phases 5, 6, 7, 8, 9 and 10 are completed for each of the business components).

For Phases 5 through 10, there is no implied order of implementation. There is a unilateral off-ramp at the end of Phase 1, Initiation that can be executed by either the QBP or CalPERS. Subsequent off-ramps are executed at CalPERS option only.



Phases 1, 2, 3, & 4 Are  
Required to be Completed Prior  
to Implementing Business  
Functional Areas

Payment Milestone Flow Chart





Phase		General Project Activities	Contracts	Enrollment	Contribution Reporting	Benefit Payments	Final System Acceptance
1	Initiation	1.0%					
	<b>Offramp</b>						
2	Planning	4%					
3	General Design	6.0%					
4	Detailed Design	9.0%					
	<b>Offramp</b>						
5	Development						
6	Data Conversion		3.5%	3.5%	6.0%	7.0%	
7	Environment Installation						
8	System Testing						
9	System Acceptance Testing						
10	Roll-Out		10%	10%	15%	22.5%	
11	Final System Acceptance						2.5%
	Total Percent of Development	20.0%	13.5%	13.5%	21%	29.5%	2.5%
	<b>Offramp</b>						

Note: Offramp points are indicated by blue.

TABLE VII.1 Development Phases (one-time costs), Development Payment Milestone Chart with Percentage and Project Off-Ramps



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 1: Initiation</b>			
1	1.1	Develop Deliverable Expectation Document Template (DED)	1.0%
	1.2	Validate Contractor Equivalent Standards (Optional)	
	1.3	Develop and Present Project Management Plan and Schedule for the Initiation Phase	
	1.4	Develop Project Control and Reporting System	
	1.5	Maintain Ongoing Issues Management	
	1.6	Develop Draft Concept of Operations Document (ConOps)	
	1.7	Develop Detailed Requirements and Requirements Traceability Matrix	
	1.8	Develop Requirements Gap Analysis Report	
	1.9	Develop Key Strategic Goals Performance Metrics	
	1.10	Phase Report	
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 2: Planning</b>			
2	2.1	Develop and Present Project Management Plan and Schedule	4.0%
	2.2	Develop and Maintain the Risk Management Plan for Ongoing Risks	
	2.3	Develop and Implement Quality Assurance (QA) Plan	
	2.4	Develop Configuration Management Plan (CM)	
	2.5	Develop Draft Technical Architecture Plan (TAP)	
	2.6	Develop Draft Application and Technical Security Plan	
	2.7	Develop Communications Strategy	
	2.8	Develop Draft Training Plan	
	2.9	Phase Report	
		Acceptance for SOW Major Milestone	

Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 3: General Design</b>			
3	3.1	Develop General System Requirements Specification (GSRS)	6.0 %
	3.2	Develop General System Design	
	3.3	Develop Communications Plan	
	3.4	Develop Detailed To Be Business Process Model	
	3.5	Develop Draft Data Conversion Plan (DCP)	
	3.6	Develop Test Strategy	
	3.7	Phase Report	
		Acceptance for SOW Major Milestone	



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 4: Detailed Design</b>			
	4.1	Develop Detailed Design Specification	9.0 %
	4.2	Develop Draft Transition Plan	
	4.3	Develop Draft Operations and Maintenance Plan	
	4.4	Finalize Concept of Operations Document (ConOps)	
	4.5	Develop Draft Test Plan	
	4.6	Finalize Data Conversion Plan	
	4.7	Phase Report	
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	

Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 5: Development</b>			
5	5.1	Develop System and Application Architectures	
	5.2	Finalize Technical Architecture Plan (TAP)	
	5.3	Develop Code and Document Unit Test Results	
	5.4	Create Service Level Agreement (SLA) for CalPERS Data Center Services	
	5.5	Finalize Application and Technical Security Plan	
	5.6	Phase Report	
		Acceptance for SOW Major Milestone	





Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 6: Data Conversion</b>			
6	6.1	Develop Data Conversion Test Plan	
	6.2	Assure Data Conversion Readiness	
	6.3	Resolve Data Conversion Testing Defects	
	6.4	Execute Data Conversion	
	6.5	Phase Report	
		Acceptance for SOW Major Milestone	

Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 7: Environment Installation</b>			
7	7.1	Provide PSR Production Environment	
	7.2	Provide PSR Non-Production Environment	
	7.3	Provide PSR Disaster Recovery Plan	
	7.4	Finalize Operations and Maintenance Plan	
	7.5	Provide Operations and Maintenance Schedule	
	7.6	Finalize Training Plan	
	7.7	Finalize Transition Plan	
	7.8	Phase Report	
		Acceptance for SOW Major Milestone	



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 8: System Testing</b>			
8	8.1	Develop System and Interface Test Plan	
	8.2	Resolve System and Interface Test Defects	
	8.3	Prepare System and Interface Test Certification Report	
	8.4	Phase Report	
		Acceptance for SOW Major Milestone	

Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 9: System Acceptance Testing</b>			
9	9.1	Provide Acceptance Test Training to CalPERS Staff	
	9.2	Perform Completion of "End to End" Acceptance Test for Business Component	
	9.3	Conduct Stress and Load Testing	
	9.4	Develop Certification Documentation	
	9.5	Resolve System Acceptance Test Defects	
	9.6	Develop and Deliver User Documentation	
	9.7	Phase Report	
		Acceptance for SOW Major Milestone	



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 10 : Roll-Out</b>			
10	10.1	Deploy the System	
	10.2	Provide Training of CalPERS Staff	
	10.3	Approve Implementation of Contracts Business Component	13.5%
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	
	10.4	Approve Implementation of Enrollment Business Component	13.5%
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	
	10.5	Approve Implementation of Contribution Reporting Business Component	21.0%
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	
	10.6	Approve Implementation of Benefit Payment Business Component	29.5%
		Acceptance for SOW Major Milestone	
		<b>OFF-RAMP</b>	
	10.7	Phase Report	
		<b>TOTAL:</b>	97.5%



Major Milestone #	SOW Reference #	Subtask (See Rider I for Deliverables)	% of Total Contract Value Payment
<b>Project Phase 11 : Final System Acceptance</b>			
11	11.1	Approve PSR System	2.5%
		Acceptance for SOW Major Milestone	
		<b>TOTAL DEVELOPMENT</b>	<b>100.00%</b>
		Maintenance (two year) and Warranty (one year) Phase begins	

### C. CRITERIA FOR ACCEPTANCE OF MAJOR MILESTONES FOR PAYMENT

QBP's should be aware that, prior to development of a deliverable, CalPERS expects the QBP Project Manager to meet with the CalPERS PSR Project Manager and discuss the table of contents as appropriate for each deliverable (Deliverable Expectation Document – DED) to ensure there are no misunderstandings when it comes to CalPERS acceptance. Detailed acceptance criteria will be developed based on the type of deliverable being reviewed in accordance with the Institute of Electrical and Electronics Engineers (IEEE) standard or CalPERS approved standard for that deliverable. Criteria for System Acceptance are discussed in Rider D.

### D. REQUIRED INFORMATION

#### 1. Cost Definitions

##### (a) One-Time Costs

One-Time costs are those costs paid by CalPERS for material and services **(excluding: PCs and printers needed for the PSR Project Team, help desk software, employee self service that is not out-of-the-box, and upgrade costs)** necessary for the acquisition, installation, and implementation of the proposed products and services, including:

- Technology Architecture Components (both hardware and software, if applicable);
- Hardware Costs (for development/implementation and for operations should be recorded as separate line items – CalPERS



expects QBPs to purchase operational hardware no earlier than six (6) months prior to its expected use);

- Software Costs (both operating system and application software);
- Data File Conversion Costs;
- Training and training-related Travel Costs; and,
- Other One-Time Costs necessary to affect the implementation of an operational system.

(b) Ongoing Costs (Continuing Costs)

Ongoing costs are those costs paid by CalPERS for the PSR Project (including associated support functions) to the QBP on an ongoing annual basis after implementation and the system is accepted by CalPERS. **Include costs of upgrading the CalPERS existing systems to the latest version and employee self-service functionality that is not considered out-of-the-box.** CalPERS prefer that any discounts offered be reflected in the annual rates. In addition, for evaluation purposes, ongoing costs include any cost adjustments that are applied on an annual basis (e.g., price escalations and equipment failure costs).

- Hardware/Equipment Maintenance;
- Software Maintenance (including software licensing costs); and,
- System Support and Operations Costs.

2. Price Escalation

If a QBP reserves the right to increase maintenance rates at specified times during the term of the contract, the estimated cost to CalPERS of those increases will be added to the bid cost. The costs must be calculated for each Fiscal Year of the term, after the first year, as follows at the rate specified in the contract. The maximum escalation rate is five (5) percent per year. The formula is as follows:

The percent of increase as decimal plus 1

*times*

The previous year's monthly rate

*times*

The number of months in current Fiscal Year during the term of the contract

3. Cost Table Reconciliation to Staffing Plans

QBPs must note that the numbers of QBP staff and classifications on the staffing matrices in Section V.E must match the numbers and classifications of those on the cost tables contained in this Section.



## E. COST TABLE INSTRUCTIONS

QBP's are required to complete **all** cost tables. If a particular cost table does not apply to the QBP's proposed solution, include the table and enter "**Not Applicable**" on the first line of the form. The tables will be provided to the QBP's as Microsoft (MS) Excel spreadsheets (without formulas). However, QBP's are responsible for all formulas they enter into the spreadsheets as being correct. Any error in calculation found will be corrected by the CalPERS Evaluation Team (Evaluation Team). For purposes of completing cost tables, the following assumptions should be made:

- (1) A contract award will be made not later than First Quarter FY 06-07; and,
- (2) Full implementation of all functions must be accomplished not later than June 30, 2009.

### Part 1 - Cost Tables VII.1 through VII.11

Cost Tables VII.1 through VII.10 are to be completed by category of expense for all functions (combined). Totals for Cost Tables VII.1 through VII.10 are distributed by Fiscal Year on Summary Cost Table VII.11. Cost Tables VII.1 through VII.10 must represent all QBP costs for design through the first two years of maintenance following full implementation and acceptance by CalPERS, of the system functionality.

**Note:** Cost Tables VII.6 and VII.10 are deleted.

### Part 2 - Miscellaneous: Cost Tables VII.12 through VII.14

Cost Table VII.12 represents QBP hourly costs for unanticipated costs. Cost Table VII.13 is required to document disabled veteran-owned business participation, if applicable. Cost Table VII.14 is a cost summary based on major milestones deliverables by Fiscal Year.

QBP's must **list all cost items** used to implement their proposed business solution. A separate line should be used for each cost item. If more than one page is required for a Cost Table, summarize the total costs for the table on the last page. For any items identified by the QBP **after contract award** that are used for implementation of the solution, which were not included on the cost tables, CalPERS will consider these to be provided by the QBP at no additional cost to CalPERS.

## F. COST TABLES

The following are instructions for completing each cost table. Each table must be completed in accordance with the instructions for that table.

**Cost Table VII.1 –One-Time Hardware Cost**

List all hardware required for the solution being proposed that will be installed at the CDC. Hardware Costs (development/implementation and operations should be recorded as separate line items – CalPERS expects QBPs to purchase operational hardware no earlier than six (6) months prior to its expected use).

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING		INFORMATION TO BE ENTERED IN THAT COLUMN
Equipment Schedules	Description of Uses	Enter the description of the hardware item being proposed. Use a separate line for each item required. Include the manufacturer and the model number for the item being proposed. Use additional pages if necessary
	Location	Enter “CDC”. Do not include any equipment that will not be installed at the CDC.
	Install Date	Enter the date (month, day and year) this item will be installed at CDC. Use the MM/DD/CCYY format.
Configuration	Model	Enter the model number for this item.
	Quantity	Enter the quantity of this item that will be installed at the CDC.
	CPUs	Enter the number of processors that will be implemented on this item for the Date Needed.
	Memory (GB)	Enter the gigabytes (GB) of memory that will be implemented on this item for the indicated Date Needed.
	Storage (GB)	Enter the gigabytes (GB) of storage that will be implemented on this item for the indicated Date Needed.
	Total Monthly Cost	Enter the total monthly cost for the equipment in the configuration indicated*
Fiscal Year Costs	# of Months	Enter the number of months this item will be operational during the indicated Fiscal Year period.
	Fiscal Year Total	Multiply the Total Monthly Cost by the Fiscal Year Costs # of Months and enter the result.

\* If cost is not available by configuration item, enter the total cost for the hardware under “Total Monthly Cost” column.

Enter the Sum of the Fiscal Year Totals for all the items in Total Fiscal Year Cost.

**Cost Table VII.1A – Site/Building or Space Requirements**

This Cost Table relates to RFP Section V Proposal Item 14 - Project Management Plan. Enter the space needed (footprint) for the hardware listed on Cost Table VII.1 for the CalPERS Data Center. Include any special wiring specifications or other conditions that will be necessary.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
Description of Site/Building or Space Requirements	Enter the description of the site/building or space requirements for the hardware proposed. Use a separate line to describe each component.
Power Consumption Requirements	Enter the description of the power consumption requirements for proposed equipment.
Square Footage	Enter the number of square feet required to support the proposed solution.
Fiscal Year	Enter the Fiscal Year in which the site/building or space requirement will be needed.



**Cost Table VII.2 – One-Time Software Cost**

List all operating system and application program software (excluding existing CDC software) required for the solution being proposed. Software Costs should also include the cost for acquisition of the basic (off-the-shelf) application software module license for the QBP's proposed solution or required third-party products that will not be provided by the CDC. Include Help Desk Software if a new application is proposed.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the "from and to" year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
Fiscal Year	Enter the Fiscal Year the software will be required for the solution proposed. List items in this table in Fiscal Year order.
Description	Enter the description of the item being proposed. Use a separate line for each software item. Use additional pages if necessary. Include in the Description the model or version/release number, the manufacturer, and a detailed description of specifications, application license fees, etc. Include required third-party products.
Part/Module Name or Number	Enter the part number of the item being proposed.
Quantity	Enter the quantity of this item required.
Unit Cost	Enter the unit cost for this item including all discounts.
Unit Installation Cost	Enter the costs of the QBP's personnel, expenses, and supplies necessary to install, examine, and test one of this item.
Unit Documentation Cost	Enter the costs to be paid by CalPERS for the User Manuals and Reference Materials for the proposed operating system and application software modules.
Total Per Unit Cost	Enter the total cost per unit. (Add Unit cost, Unit Installation Cost, and Unit Documentation Cost.)
Total Item Cost	Enter the Total Per Unit Cost multiplied by the quantity to be ordered.
Total Cost	Enter total of "Total Item Cost" column.

**Cost Table VII.3 – One-Time QBP Consulting Services Cost**

One Time QBP Consulting Services Cost must match the Project and Implementation Plans as described in Section V - Administrative and Technical Requirements. Include any other One-Time charges that have not been listed that are necessary to affect the implementation of the proposed solution. The description of each activity (cost explanation) must also incorporate costs for all phases. Other costs, such as turning over the system after acceptance testing, must also be included.

Enter the cost of the QBP's service personnel, expenses, and supplies necessary to develop, modify, configure, adapt, prepare, interface, integrate, or customize the basic application modules to meet CalPERS requirements, including installing, examining, and testing new software modules.

Do not include training costs for delivery of classes as part of the costs. Delivery costs of training classes are to be included in Cost Table VII.5, One-Time Training Cost. Do not include costs for data conversion. These costs are to be included in Cost Table VII.4, One-Time Data Conversion Cost.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the "from and to" year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
PSR Project Phase and Major Milestone	Enter a brief description of the project phase. These phases must be coordinated with the various plans that are submitted with your Final Proposal. Use a separate line for each implementation item required for a complete system.
QBP Staff Classification	Enter the classification of the QBP's staff performing the work.
QBP Staff Days Proposed	Enter the number of QBP staff days (staff day = 8 hours) of effort required for each classification proposed. Use a separate page for each Fiscal Year (FY).
QBP Staff Rate Per Day	Multiply the hourly rate for this QBP staff classification by 8 hours and enter the result.
Total Cost by QBP Staff Classification	Enter the total cost for implementation services by QBP Staff Classification (QBP Staff Days X QBP Staff Rate Per Day).
Cost of Supplies	Enter the total cost for supplies for each QBP staff classification.
Total Cost by Classification	Enter totals of all columns not shaded in the last row plus cost of supplies on the last page of this cost table.

**Cost Table VII.4 - One-Time QBP Data Conversion Cost**

List all QBP activities and staff classifications in this table. The numbers, skills, and staffing must be consistent with the Project, Implementation, and Data Conversion Plans as described in Section V.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
PSR Project Phase and Major Milestone	Enter the detailed description of the activities and tasks to be performed by the QBP staff classification. Include any one-time charges necessary to effect the conversion of the existing pension files to the proposed solution, including conversion planning, conversion program development and testing, and data validation (must match phase in Project Plan).
QBP Staff Classification	Enter the classification of the QBP's staff performing the work.
QBP Staff Days Proposed	Enter the number of QBP staff days (staff day = 8 hours) of effort required for each classification proposed. Use a separate page for each Fiscal Year (FY).
QBP Staff Rate Per Day	Multiply the hourly rate for this QBP staff classification by 8 hours and enter the result.
Other Costs	Enter any additional costs incurred in the conversion process (these must be detailed in the Data Conversion Plan) such as cost for supplies, or other items necessary to perform the activity not previously listed.
Total Cost By QBP Staff Classification	Enter the total cost for QBP staff classification for data conversion activities ((QBP Staff Days X QBP Staff Rate Per Day) + Other Costs).
Total	Enter total of all columns not shaded on the last page of this cost table.

**Note:** The staff assigned to the data conversion tasks must reflect data conversion experience in this area of their personal resumes. References will be checked.

**Cost Table VII.5 – One-Time Training Cost**

Enter the cost of all training classes as described in the QBP Training Plan. Include separate line items for each type of training to be provided. Do not include training costs that were included as part of the One-Time QBP Consulting Services Cost, Cost Table VII - 3.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
Fiscal Year	Enter the Fiscal Year the training will occur for the solution proposed. List items in this table in Fiscal Year order. Use more pages if necessary
Train the Trainer	Enter “Yes” if the method of training is Train the Trainer. Enter “No” if QBP trains other than trainers.
Class Title	Enter the Title of the specific class for which the listed costs apply. Class descriptions are to be included in the contract. These classes should be spelled out in detail in the Implementation Plan and Training Plan.
Type of Delivery	Enter the type of training. Examples include instructor led, asynchronous Computer Based Training (CBT), and synchronous Web Based Training (WBT). Multiple types of delivery may be utilized for each class.
Class Location	Enter the location where the class will be given.
Number of Students Per Class Session	Enter the number of students to be trained in each class session at this location.
Session Cost	Enter the cost for each session of this class at this location. The charges are to include all associated travel costs, if applicable. State travel and per-diem costs are identified in the PSR Reference Library.
Cost Per Student*	Enter the cost per student for this class.
Number of Sessions	Enter the number of sessions of this class that will be taught at this location.
Total Travel Cost per Class	Enter the total cost of travel (for all students) for each class.
Total Class Cost	Multiply the Number of Sessions by the Session Cost for each Class



COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
	Title and add the Total Travel Cost per Class. Enter the result here.
Total	Enter total of all columns not shaded on the last page of this cost table.

\* Cost per student is for additional training as may be necessary.



**Cost Table VII.6 – DELETED**

**Cost Table VII.7 – Ongoing Hardware Cost**

List all hardware required for the solution proposed that will be installed at the CDC for which Ongoing costs should be calculated. The Ongoing Hardware requirements must be included on Cost Table VII.1A Site/Building or Space Requirements.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING		INFORMATION TO BE ENTERED IN THAT COLUMN
Equipment Schedules	Description of Uses	Enter the description of the hardware item being proposed. Use a separate line for each item required. Include the manufacturer and the model number for the item being proposed.
	Location	Enter “CDC”. Do not include any equipment that will not be installed at the CDC.
	Install Date	Enter the date (month, day, and year) this item will be installed at CDC. Use the MM/DD/CCYY format.
Monthly Costs	CPU	Enter the calculated Monthly Cost for the number of processors that will be implemented on this item for the indicated Date Needed.
	Memory	Enter the calculated Monthly Cost for the gigabytes (GB) of memory that will be implemented on this item for the indicated Date Needed.
	Storage	Enter the calculated Monthly Cost for the gigabytes (GB) of storage that will be implemented on this item for the indicated Date Needed.
	DB Services	Enter the calculated Monthly Cost for DB Services for the number of processors utilizing database services that will be implemented on this item for the indicated Date Needed.
	Monthly Total Cost *	Enter the Sum of the Monthly Costs for CPU, Memory, Storage, and DB Services for this item.

\* If cost is not available by configuration item, enter the total cost for the hardware under “Total Monthly Cost” column.



COLUMN HEADING		INFORMATION TO BE ENTERED IN THAT COLUMN
Fiscal Year Costs	# of Months	Enter the number of months this item will be operational during the indicated Fiscal Year period.
	Fiscal Year Total	Multiply the Monthly Costs Monthly Total by the Fiscal Year Costs # of Months and enter the result.

Enter the Sum of the Fiscal Year Totals for all the items in Total Fiscal Year Cost. Use more tables as necessary for all Ongoing costs anticipated.



**Cost Table VII.8 – Ongoing Software Maintenance/License Cost**

List all maintenance costs for software or third party products required for the system being proposed. Include those annual service costs projected to be paid by CalPERS for maintaining the proposed software and the cost of upgrading to the latest software version. List the software licensing fees for all software components, excluding software licensing fees for critical system software (Data Base Management System (DBMS), operating system, volume management, backup, etc.) that will be implemented at CalPERS and for the Help Desk software if proposed.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
Fiscal Year	List items in this table in Fiscal Year order.
Description	Enter the description of the item being proposed. Use a separate line for each software maintenance item and each software license required for a complete system. Include in the Description the software item and identification serial number, if applicable.
Quantity	Enter the quantity of this item required or the number of software users.
Per User Software Licensing Cost	Enter the per user software licensing cost for the each software item.
Unit Monthly Maintenance Cost	Enter the unit maintenance cost for this item including all discounts.
Total Software Maintenance/License Cost	Enter the total cost of each software item.
Total	Enter total of all columns not shaded.
Additional User License Pack Cost	In the Description column, enter the description of the available additional user license packs. Use a separate line for each different user license pack. Enter the number of software users covered by each different license pack in the Quantity column. In the Per User Software License Cost column, enter the per pack license cost.

**Cost Table VII.9 – Ongoing System Support and Operations QBP Staff Cost**

CalPERS intends to contract for two (2) years of maintenance and support and reserves the right to contract separately for an additional two (2) years of maintenance and support. This must be factored in the cost table by fiscal year.

For the Warranty period, QBP shall provide the number of staff, staff classification, and QBP staff days proposed in the cost table. This information is required so that CalPERS can determine the required staffing level proposed for Warranty operations.

For Maintenance Operations (System Support and Operations) as defined in Rider G QBP shall provide information for fifteen (15) resources for the duration of the two (2) year maintenance period (30 person years). Identify staff classifications QBP determines are essential for satisfactory operations. QBP shall indicate any risks involved with this level of staffing for maintenance of their solution. QBPs should base effort on the CalPERS service level agreements in the PSR Reference Library as of March 10, 2006. The maintenance effort incorporated into the contract shall be available at the discretion of CalPERS and expended only upon CalPERS written authorization.

For Knowledge Transfer, QBP shall determine and propose appropriate staff levels to prepare CalPERS resources (qualified in the staff classifications) for the solution proposed. The Knowledge Transfer effort incorporated into the contract shall be available at the discretion of CalPERS and expended only upon CalPERS written authorization.

For Enhancement Operations as defined in Rider G QBP shall provide information for fifteen (15) resources for the duration of a two (2) year period (30 person years) concurrent with Maintenance Operations. Identify staff classifications QBP determines are essential for enhancement of QBP proposed solution. The Enhancement effort incorporated into the contract shall be available at the discretion of CalPERS and expended only upon CalPERS written authorization.

Enter the total costs for each applicable Fiscal Year.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.



COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
PSR Project Phase	The Cost Table contains components for Warranty, Maintenance and Operations, Knowledge Transfer, and Enhancement Operations
Number of Staff	Enter the number of staff required for each classification.
QBP Staff Classification	Enter the classification of the QBP's staff performing the work.
QBP Staff Days Proposed	Enter the number of QBP staff days of effort required for each classification proposed by Fiscal Year (FY). . Use a separate page for each Fiscal Year.
QBP Staff Rate per Day	Enter the cost per day (assume 8 hours per day) for this QBP classification.
Total Cost by QBP Staff Classification	Enter the total cost for QBP Staff Classification.
Total	Enter total of all columns not shaded.



**Cost Table VII.10 –DELETED**



### Cost Table VII.11 – Category Cost Summary, One-Time Development and Ongoing Costs by Fiscal Year

Enter Total Cost for each applicable Fiscal Year.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

#### COLUMN HEADING

#### INFORMATION TO BE ENTERED IN THAT COLUMN

Fiscal Year	List items in this table in Fiscal Year order. Enter the Fiscal Year in CCYY/CCYY format.
<b>One-Time Development Costs:</b> Enter only those costs that are for One-Time development expenses for the following items:	
VII.1 - CalPERS Hardware	Enter Fiscal Year Total from Table VII.1
VII.1A - Site/Building or Space Requirements	
VII.2 - Software	Enter Fiscal Year Total from Table VII.2
VII.3 - QBP Consulting Services	Enter Fiscal Year Total from Table VII.3
VII.4 - Database Conversion	Enter Fiscal Year Total from Table VII.4
VII.5 - Training	Enter Fiscal Year Total from Table VII.5
VII.6 - DELETED	
<b>Ongoing Costs:</b> Enter only those costs that are for ongoing expenses for the following items:	
VII.7 - CalPERS Hardware	Enter Fiscal Year Total from Table VII.7
VII.8 - Software Maintenance/ License	Enter Fiscal Year Total from Table VII.8
VII.9 - QBP Staff	Enter Fiscal Year Total from Table VII.9
VII.10 - DELETED	
Fiscal Year Total	Enter the total cost of each Fiscal Year.
Totals	Enter total of all columns not shaded.
Total One Time Development Cost	Enter the total of One Time Development Costs (VII.1 through VII.6).
Total Ongoing Cost	Enter the total of Ongoing Cost (VII.7 through VII.10).
Total Cost	Enter the total cost.

**Cost Table VII.12 – QBP Staff Hourly Rates**

The QBP must propose staff hourly rates by QBP staff classification, which are effective for the life of the contract and will be used when calculating costs for Unanticipated Tasks as indicated in Rider I.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2010/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
QBP Staff Classification	Enter the QBP staff classification (e.g., Senior Programmer, Network Specialist, Trainer, etc.).
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*
Hourly Rate for FY CCYY/CCYY	Enter the QBP staff classification hourly rate for this Fiscal Year.*

\* The maximum escalation rate is five percent (5%) per year.

**Cost Table VII.13 – Summary of Disabled Veteran-Owned Business Enterprise Participation (DVBE)**

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
DVBE Company Name	Enter the name of the company proposed for DVBE participation. If the prime contractor is a DVBE, the name must be listed for participation credit.
Nature of Work	Identify the proposed work to be performed by the prime contractor or subcontractors. Be specific.
Contracting With	List the name of the company with which the DVBE is contracting.
Tier	Enter the contracting tier using the following level designations: 0 - Prime Contractor 1 - Primary subcontractor/QBP 2 - Subcontractor/QBP contracting with tier 1 3 - Subcontractor/QBP contracting with tier 2, etc.
Claimed DVBE Value or %	Enter the total dollar amount or the percentage of the value claimed for the Disabled Veteran Business Enterprise.
Certification	Indicate whether a copy of the DVBE Certification has been included with the proposal for the DVBE (Yes or No).
QBP Prime Contractor Name	Enter the name of QBP Prime Contractor submitting the proposal.

**Cost Table VII.14 – Cost Summary Based on Major Milestones Deliverable By Fiscal Year**

Enter only those costs that apply specifically to Contracts, Enrollment, Contribution Reporting, Benefit Payments, Health, or General System requirements and the deliverables specified in the Payment Terms in Section VII.B. If the QBP is proposing alternate payment terms, the cost table should be altered accordingly.

Enter Total Cost for each applicable Fiscal Year.

A Fiscal Year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the next year. For all Fiscal Year periods, enter the “from and to” year using the CCYY/CCYY format wherever Fiscal Year information is required.

Example: If the first Fiscal Year period is 2010 through 2011, enter: 2020/2011. For the next Fiscal Year, enter 2011/2012.

COLUMN HEADING	INFORMATION TO BE ENTERED IN THAT COLUMN
Fiscal Year	Enter the Fiscal Year the Major Milestone Payment will be due. Enter the Fiscal Year in CCYY/CCYY format.
Major Milestone Number	Enter the number of the Major Milestone.
Subtask Number	Enter the Subtask number as indicated in Rider I.
Deliverable Number and Deliverable Title	Enter the number and title of the Deliverable as indicated in Rider I.
Dollar Value of Major Payment Milestone	Enter total cost of Major Payment Milestone (total cost of all deliverables as indicated in Rider I by Payment Milestone).
Comments	Enter any pertinent remarks.